

SUPERIOR COURT OF ARIZONA - MARICOPA COUNTY
EMPLOYMENT OPPORTUNITY

Employees of the Superior Court, Justice Courts and court departments are employees of the judicial branch. Positions in the court system may be in the classified service subject to the Judicial Merit System Resolution and Rules.

OPEN COMPETITIVE
COURT SECURITY OFFICERS

TO ESTABLISH AN EMPLOYMENT REGISTER
MANY POSITIONS AVAILABLE WITH SUPERIOR AND JUSTICE COURTS
ALL SHIFTS/VARIOUS LOCATIONS THROUGHOUT MARICOPA COUNTY

RECRUITMENT DATES: Monday, July 31, 2000 – Open

SALARY: \$8.90 Per Hour (Plus Shift Differential, if applicable)

POSITION QUALIFICATIONS: One year of general security experience required.

Preferred: Experience monitoring alarm and CCTV systems, experience testifying in court, experience, investigating and documenting disturbances, and a background in criminal justice/court/legal/military police environment.

ESSENTIAL JOB TASKS: Monitors various alarm systems and closed-circuit TVs. Key control. Performs walking patrol. Prepares reports. Implements emergency procedures as necessary. Responsible for general security facility and interact with general public and employees. Mans metal detector and X-ray scanning machine to detect concealed weapons. Monitors employee bypass entrances. Writes incident reports as required.

SELECTION PROCEDURE: Pursuant to the Judicial Merit System Resolution and Rules, the Maricopa County Human Resources Department performs recruitment, assessment and other personnel functions on behalf of the Court system and its departments. **EDUCATION/EXPERIENCE EVALUATION.** The Human Resources Department reserves the right to admit to the exam process only those candidates who are considered the most highly qualified. Those selected will be scored based on an evaluation of listed education and experience. The hiring authority will interview and select the successful candidate from a list provided by the Human Resources Department.

NOTE TO EMPLOYEES: Unless you are a temporary or unclassified employee, you have successfully passed initial probation before your application can be considered.

FILING PROCESS: Required County Application Form (3100-049) AND SUPPLEMENT must be received in Human Resources. Applications and information may be obtained at the Maricopa County Human Resources Department located in Suite 200 of the County Administration Building, 301 West Jefferson, Phoenix, Arizona 85003-2145. Phone: 602- 506-3755. Teletypewriter (TT) 602- 506-1908. RECORDED JOB MESSAGE: 602-506-3329.

WHAT HAPPENS TO YOUR APPLICATION? Refer to Page 4 of the application form for complete information.

IT IS THE POLICY OF THE SUPERIOR COURT OF MARICOPA COUNTY
NOT TO DISCRIMINATE IN EMPLOYMENT OR THE PROVISION OF SERVICES
AN EQUAL OPPORTUNITY EMPLOYER

ANNOUNCEMENT NUMBER: 105994 / KAC 7d
RECRUITMENT ABBREVIATION CODE: CSO

DATE PUBLISHED: Monday, July 31, 2000

COURTS SECURITY OFFICERS

PLEASE NOTE: This form does NOT replace the information requested on the "Application for Employment." Be sure your application and this supplement are both accurate and complete. Information provided on this supplement may be used to determine your eligibility for this position. **FAILURE TO SUBMIT THIS FORM ALONG WITH YOUR APPLICATION MATERIALS WILL DISQUALIFY YOU FROM FURTHER CONSIDERATION FOR THIS POSITION.**

Please list TOTAL years experience in security related positions: _____ # Years

**Do you have experience in the following Security areas?
If yes, please list years of experience in each.**

Police	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
Military / Military Police	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
Security Industry, Courts, Criminal Justice or Legal Environment	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
Other Security Industry (please describe)	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs

**Has your Security background included working with any of the following?
If yes, please list years of experience with each.**

Alarm Monitoring	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
CCTV Monitoring Systems	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
Restraining individuals	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs
Providing Court Testimony	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ # Yrs

Do you have a valid Arizona Driver's License? ☐ Yes ☐ No

SIGNATURE

DATE

CSO, 8/00